



## **LOUISBURG PLANNING COMMISSION MEETING MINUTES WEDNESDAY AUGUST 31, 2016**

The Planning Commission of the City of Louisburg, Kansas met at 6:30 p.m. in the City Hall Council Chambers with Chairperson Andy Sauber presiding.

### **ATTENDANCE:**

Commission Members:	Nate Apple, Brandon Fosbinder, Thorvald McKiernan, Anne Smith, Scott Hipp (Arrived 6:54 p.m.)
Mayor:	Marty Southard
City Council:	David Cannon
Recording Secretary:	Rusty Whitham
Staff:	Jean Carder
Visitors:	Neil Johnson and Mike Osbourn

### **ITEM 1: ROLL CALL**

### **ITEM 2: ADOPTION OF THE AGENDA:**

A motion was made by Nate Apple to adopt the agenda as submitted. The motion was seconded by Anne Smith. Motion passed 5-0.

### **ITEM 3: APPROVAL OF THE MINUTES:**

A motion was made by Thorvald McKiernan to approve the minutes from the July 27, 2016 meeting. The motion was seconded by Brandon Fosbinder and passed 5-0.

**ITEM 4: PUBLIC COMMENTS:** Persons who wish to address the Planning Commission regarding items not on the agenda may do so at this time. Speakers will be limited to three (3) minutes. Any presentation is for information purposes only.

None

### **PUBLIC HEARING BUSINESS ITEMS:**

**Item 5: 16002-TXT (Text Amendment) Maximum Driveway Width in Residential Zoning Districts.**

Chairperson Andy Sauber read aloud the proposed Text Amendment to Article 7, Off-Street Parking and Loading Regulation, Section 702.B of the City Zoning Regulations. Sauber then

opened this discussion up for public comment. No public comment was made. The public comment portion of this discussion was then closed.

After a brief discussion by the Planning Commission a motion was made by Anne Smith to accept the proposed Text Amendment. The motion was seconded by Brandon Fosbinder and passed 5-0. The approved Text Amendment reads as followed:

*“Residential Districts. One space may be provided in the front yard in all residential districts. Each required space shall have unobstructed access to the street. The maximum width of a driveway shall be twenty-seven (27) feet measured at the approach for residential homes with two car garages. The maximum width of a driveway shall be thirty (30) feet measured at the approach for residential homes with three car garages. Irregular shaped lots with limited street frontage regardless of garage size shall not exceed Twenty (20) feet at the approach. Appropriate driveway widths for irregular shaped lots shall be at the discretion of the Planning and Zoning Director. Driveway wings shall not exceed 3’x 3’ and are not included in determining driveway width. Driveway wings are not required.”*

This Text Amendment and Planning Commission recommendation will be forwarded to the City Council for discussion. This topic will be presented the City Council on September 19, 2016.

#### **NON-PUBLIC HEARING BUSINESS ITEMS:**

**Item 6: 16001-LS (Lot Split) Louisburg Market Place, 1160 West Amity Parcel ID: 1093003001006010.**

Chairperson Andy Sauber asked Staff if there were any additional information concerning this topic that the Planning Commission needs to become aware of. Staff replied with no. Suaber asked why does the owner want the lot split.

Mike Osbourn (KAW Valley Engineering representing the property owner Merrill Properties) mentioned that the owner is planning on doing improvements to the building formally known as the ALCO. He explained, by lot splitting the Orscheln property from the retail strip mall, improvements can be done to the ALCO building without encumbering the Orscheln building. The lot split will allow the owner to operate both properties independently. Currently, the strip mall and the Orscheln are located on one single lot.

Anne Smith asked for confirmation that the Orscheln building is owned by Merrill Properties. Mike Osbourn replied with yes and explained that Orscheln rents the building.

Neil Johnson (Manager of Orscheln) explained that his company was not informed of the proposed lot split by Merrill Properties. Johnson explained that a similar situation occurred at a different store location and it caused the taxes to increase. Johnson indicated that Orscheln was not in favor of this lot split.

A motion was made by Nate Apple to approve the subject lot split located at the Louisburg Market Place. The motion was seconded by Thorvald McKiernan and passed 4-1. Anne Smith cast the negative vote.

**OLD BUSINESS:** Any old business the Commission may wish to discuss

**Item 7: Discussion with Rusty Gerken concerning signage restrictions on a local business.**

Rusty Gerken was not present at this meeting. No discussion occurred.

**NEW BUSINESS:**

**Item 8: Discussion concerning modifying size and height restrictions within the Sign Regulations.**

As a result of a City Council request to have the Planning Commission reevaluate the City's Sign Regulations, Jean Carder provided the Planning Commission with research that she compiled concerning signs from neighboring communities. This research compares sign size and height limitations that are enforced in other communities. Carder explained that she gathered sign information from Paola, Basehor, Ottawa, Leavenworth, Scott City, and Baxter Springs. Carder selected these cities because they are similar in size to Louisburg and/or are in proximity to scenic byways. The purpose of this research is to facilitate Planning Commission discussion to determine if Louisburg's sign regulations needs to be revised. This information is for comparison purposes only and is not intended to direct the Planning Commission to enact.

Carder mentioned that she noticed from her search that Louisburg had the shortest height limitation for signs capped at 10'. Most comparable cities capped their height at 15'.

Carder suggested that there may be some areas that could be looked at and reworked within our sign regulations. Below are a few suggested items:

1. May be a good idea to have an opening statement explaining why we have sign regulations.
2. Items are not always located in one location in the Zoning Regulations. Some topics are located in multiple locations.
3. Additional items that need to be discussed further are the Scenic Highway and Highway Overlay District sign restrictions.
4. More pictures in our regulations would be helpful.

Anne Smith stated that over the last three years numerous small businesses have been established in town and there needs to be a better way for them to advertise. The culture of our city is changing and we need to address this retail base. Nathan Law explained the current limitations for offsite advertisement signs.

Carder asked the Planning Commission members to take pictures of any sign they see that they like and forward it to her. She will compile this data for the Planning Commission to review at a later date. Nathan Law explained that there has been some push back on our sign regulations and the City Council has requested that the Planning Commission review our sign regulations for possible revision.

Brandon Fossbinder suggested that the comparison be placed in a table format not word format. A table would be easier to read. He also recommended that we gather information from cities that we want to emulate and model ourselves after. Don't just pull data from cities with similar populations. All agreed. More information will be provided to the Planning Commission concerning sign regulations in the following months for further discussion.

**Item 9: Discussion concerning Comprehensive Plan review.**

Nathan Law explained that Staff has received 9 proposals from companies that wish to revise our Comprehensive Plan. The top candidates have been selected for interviews. Nate Apple suggested the finalists meet with the Planning Commission for an interview. Law suggested that City Council have representatives present during the interviews. Law also mentioned the interviews may be done over a two-day period. Additional information will be provided to Planning Commission once the interview dates are solidified.

**REPORTS:**

**Item 10.** None

**ITEM 11: ADJOURNMENT:**

A motion was made by Thorvald McKiernan to adjourn the meeting. Second was made by Brandon Fosbinder. The motion passed 6-0. Meeting adjourned at 7:13 p.m.

**Submitted by Rusty Whitham**